



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON - STUTTGART
UNIT 30401
APO AE 09107-0401

IMEU-STU-PA

11 DEC 2006

MEMORANDUM FOR All Directorates, Units and Agencies of the USAG-Stuttgart

SUBJECT: USAG-Stuttgart Command Policy Letter #49, USAG-Stuttgart Website

1. References:

- a. DOD Directive 5230.9, Clearance of DOD Information for Public Release, 9 April 1996.
- b. DOD Instruction 5230.29, Security and Policy Review of DOD Information for Public Release, 6 April 1999.
- c. AE Supplement 1 to Army Regulation 25-1, Army Knowledge Management and Information Technology, 28 April 2006.

2. The USAG-Stuttgart Website, at www.stuttgart.army.mil, is the single authorized source of information about the USAG-Stuttgart on the Internet's World Wide Web. This site has the required Installation Management Command-Europe (IMCOM-E) approval and is managed by the Public Affairs Office (PAO) in accordance with above references. No USAG-Stuttgart directorate or agency will establish a Web site or operate a web server in the military domain (.mil) independent of the official USAG-Stuttgart Web site, nor coordinate directly with IMCOM-E PAO. The Director of Morale, Welfare and Recreation (DMWR) may fund and independently operate a commercial (.com) Web site only.

2. All information published on the official USAG-Stuttgart Web site requires PAO approval and will meet the standards required for IMCOM-E Public Affairs approval.

3. All USAG-Stuttgart directorates and agencies will have a section on the USAG-Stuttgart Web site unless approved otherwise. All information contained will conform to a standard format with emphasis on content. While some graphic interface may be used, graphics that require extensive bandwidth, i.e., audio/video clips, animation, will not be used unless otherwise approved by PAO. The USAG-Stuttgart Web site will meet the same editorial standards as all other public affairs media. These include readability, conformation to standard Associated Press style, and up-to-date, accurate information. Additionally, all sections of the USAG-Stuttgart Web site will be designed to be user-friendly and appear professional. Directorates or agencies will update web page material by submitting revised information electronically to the Media Center, preferably in a Microsoft Word document. The updates do not have to be in final format.

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4. Point of contact for this policy is the USAG-Stuttgart Public Affairs Office Media Chief at DSN 421-2000.



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